

Export LC Transfer Amendment - Beneficiary Consent User  
Guide  
**Oracle Banking Trade Finance Process Management**  
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Oracle Banking Trade Finance Process Management - Export LC Transfer Amendment - Beneficiary Consent User Guide  
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# Oracle Banking Trade Finance Process Management

Welcome to the Oracle Banking Trade Finance Process Management (OBTFPM) User Guide. This guide provides an overview on the OBTFPM application and takes you through the various steps involved in creating and processing trade finance transactions.

This document will take you through following activities in OBTFPM:

- To create and handle trade finance transaction.
- Help users to conveniently create and process trade finance transaction

## Overview

OBTFPM is a trade finance middle office platform, which enables bank to streamline the trade finance operations. OBTFPM enables the customers to send request for new trade finance transaction either by visiting the branch (offline channels) or through SWIFT/Trade Portal/other external systems (online channels).

## Benefits

OBTFPM helps banks to manage trade finance operations across the globe in different currencies. OBTFPM allows you to:

- Handle all trade finance transactions in a single platform.
- Provides support for limit verification and limit earmarking.
- Provide amount block support for customer account.
- Provides acknowledgement to customers.
- Enables the user to upload related documents during transaction.
- Enables to Integrate with back end applications for tracking limits, creating limit earmarks, amount blocks, checking KYC, AML and Sanction checks status.
- Create, track and close exceptions for the above checks.
- Enables to use customer specific templates for fast and easy processing of trade transactions that reoccur periodically.

## Key Features

- Stand-alone system that can be paired with any back end application.
- Minimum changes required to integrate with bank's existing core systems.
- Faster time to market.
- Capable to interface with corporate ERP and SWIFT to Corporate.
- Highly configurable based on bank specific needs.
- Flexibility in modifying processes.

# Export LC Transfer Amendment Beneficiary Consent

Transfer LC Amendment may require second beneficiary's consent for the amendment terms.

Following are some of the scenarios where second beneficiary's consent may be required:

- Amendment of the Expiry Date
- Amendment of the Amount
- Amendment of the Latest Shipment date
- Amendment of the Goods Description
- Amendment of the Shipment Details
- Amendment of the Documents Required
- Amendment of the Additional Conditions

This section contains the following topics:

[Common Initiation Stage](#)

[Registration](#)

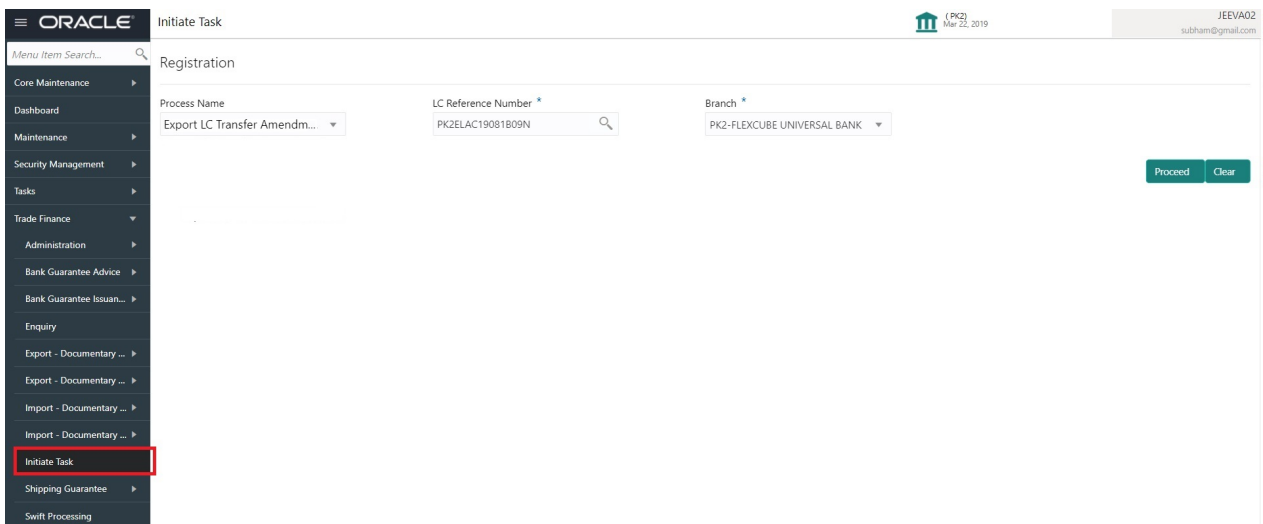
[Data Enrichment](#)

[Approval](#)

## Common Initiation Stage

The user can initiate the new export LC transfer amendment beneficiary consent request from the common Initiate Task screen.

1. Using the entitled login credentials, login to the OBTFPM application.
2. Click **Trade Finance > Initiate Task**.



Provide the details based on the description in the following table:

Field	Description
Process Name	Select the process name to initiate the task.
LC Reference Number	Select the LC Reference Number.
Branch	Select the branch.

## Action Buttons

Use action buttons based on the description in the following table:

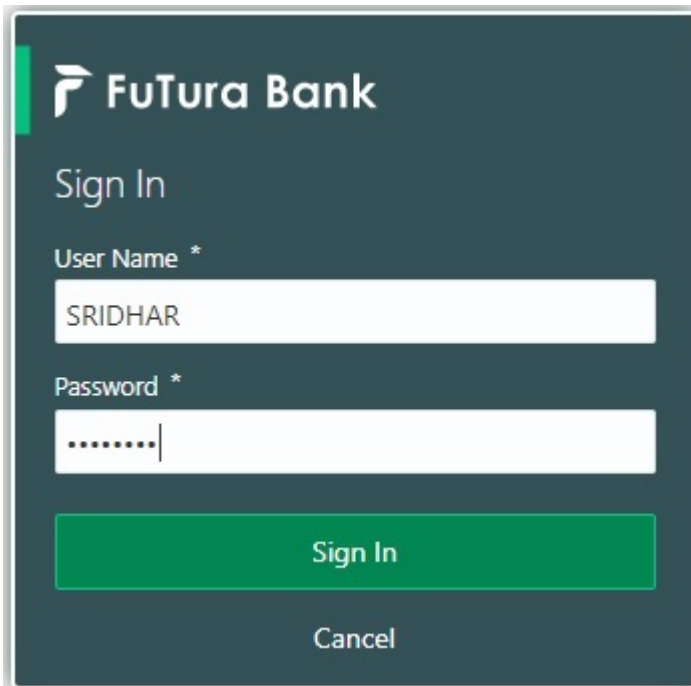
Field	Description
Proceed	Task will get initiated to next logical stage.
Clear	The user can clear the contents update and can input values again.

## Registration

During the Registration stage, the user can register a request for an Export LC Transfer Amendment Beneficiary Consent.

User can capture the basic details of the response, check the signature of the signatory from the advising bank and upload the related documents. On submit of the request, the request should be available for an LC expert to handle in the next stage.

1. Using the entitled login credentials for Registration stage, login to the OBTFPM application.

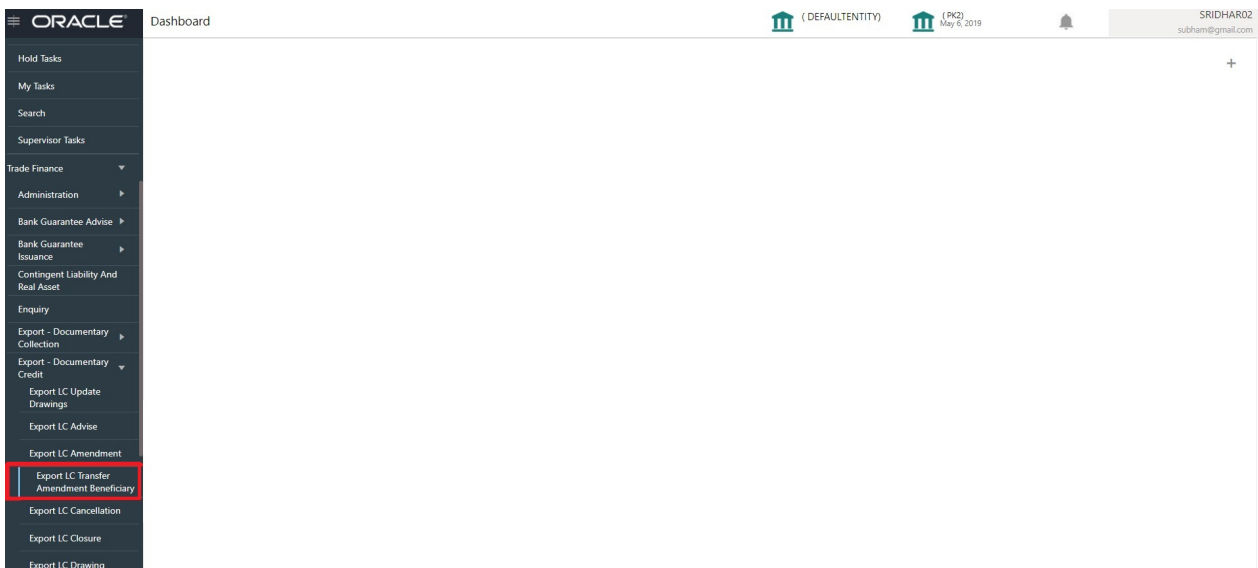


The screenshot shows a dark-themed login window for Futura Bank. At the top left is the Futura Bank logo. Below it, the text 'Sign In' is displayed. There are two input fields: 'User Name \*' containing the text 'SRIDHAR' and 'Password \*' containing masked characters. Below the input fields are two buttons: a green 'Sign In' button and a white 'Cancel' button.

2. On login, user must be able to view the dashboard screen with widgets as mapped to the user.



3. Click Trade Finance> Export - Documentary Credit> Export LC Transfer Amendment Beneficiary Consent.



The Registration stage has two sections Application Details and Beneficiary Response Capture. Let's look at the details of Registration screens below:

## Application Details

(DEFAULTTENITY)
Oracle Banking Trade Finan...  
Jun 13, 2021
ZARTAB01  
subham@gmail.com

Export LC Transfer Amendment Beneficiary

Documents
Remarks
Customer Instruction
Common Group Messages

### Application Details

Transfer LC Reference Number *	Beneficiary	Branch	Process Reference Number
PK2ELAC211252505	000321 Trade Indiv 1	PK2-Oracle Banking Trade Finan...	PK2ELCT000024259
Priority	Submission Mode	User Reference Number	Response Received Date
Medium	Desk	PK2ELAC211252505	Jun 13, 2021

View LC Events LC Version

### Beneficiary Response Capture

Amendment Number	Amendment Date	Beneficiary Consent Required	Beneficiary Response	Remarks	Action
1	2021-06-13	<input checked="" type="checkbox"/>	Unconfirmed		


Page 1 of 1 (1 of 1 items)

Hold Cancel Save & Close Submit

Provide the Application Details based on the description in the following table:


Field	Description	Sample Values
Transfer LC Reference Number	User can search the Transfer LC Reference Number by using the LOV. As part of LOV criteria; user can input the Transfer LC Reference Number, Applicant, Currency, Amount or User Reference Number.	
Beneficiary	Beneficiary details is defaulted from the underlying Transfer LC.	EMR & CO
Branch	Read only field. Branch details will be auto-populated from the Transfer LC details.	203-Bank Futura -Branch FZ1
Process Reference Number	Read only field. Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.	
Priority	System will default the Priority as Low/Medium/High based on maintenance. User can change the priority populated any time before submit.	High



Field	Description	Sample Values
Submission Mode	Select the submission mode of Export LC Transfer Amendment Beneficiary Consent request. By default the submission mode will have the value as 'Desk'.  <b>Desk</b> - Request received through Desk <b>FAX</b> - Request received through FAX <b>Email</b> - Request received through Email <b>Courier</b> - Request received through Courier	Desk
User Reference Number	Read only field.  User Reference Number will be auto populated by the system based on the selected transfer LC.	
Response Received Date	By default, the application will display branch's current date and enables the user to change the date to any back date.   <b>Note</b> Future date selection is not allowed.	04/13/2018

## Beneficiary Response Capture


This section displays the Beneficiary Response Capture details.

Beneficiary Response Capture					
Amendment Number	Amendment Date	Beneficiary Consent Required	Beneficiary Response	Remarks	Action
1	2021-05-05	<input checked="" type="checkbox"/>	Unconfirmed		

Page 1 of 1 (1 of 1 items) | < 1 >

Provide the Beneficiary Response Capture based on the description in the following table:

Field	Description	Sample Values
Amendment Number	Read only field.  Amendment number will be auto-populated based on selected Transfer LC Reference Number.	
Amendment Date	Read only field.  This field displays the date on which the amendment was made to Transfer LC.	

Field	Description	Sample Values
Beneficiary Consent Required	Read only field. Beneficiary Confirmation Required (Y/N) will be auto populated based on selected Transfer LC Reference Number.	
Beneficiary Response	Select the Beneficiary response from the LOV - Confirmed, Unconfirmed or Rejected. Beneficiary Response field will be read only if Beneficiary Consent Required is 'No'.	
Remarks	Specify the remarks for the Export LC Transfer Amendment Beneficiary Consent.	
Action 	Click the Edit icon to edit the Beneficiary Response.	

## Miscellaneous


ORACLE

(DEFAULTTENITY)
Oracle Banking Trade Finan...  
Jun 13, 2021
ZARTAB01  
subham@gmail.com

Export LC Transfer Amendment Beneficiary


Documents
Remarks
Customer Instruction
Common Group Messages

Application Details

Transfer LC Reference Number *	Beneficiary	Branch	Process Reference Number
PK2ELAC211252505	000321 Trade Indiv 1 	PK2-Oracle Banking Trade Finan...	PK2ELCT000024259
Priority	Submission Mode	User Reference Number	Response Received Date
Medium	Desk	PK2ELAC211252505	Jun 13, 2021

View LC
Events
LC Version

Beneficiary Response Capture

Amendment Number	Amendment Date	Beneficiary Consent Required	Beneficiary Response	Remarks	Action
1	2021-06-13	<input checked="" type="checkbox"/>	Unconfirmed		

Page 1 of 1 (1 of 1 items) < 1 >

Hold
Cancel
Save & Close
Submit

Provide the Miscellaneous Details based on the description in the following table:

Field	Description	Sample Values
Documents	Upload the required documents. If mandatory documents are not uploaded, system should display an error on submit.	
Remarks	Provide any additional information regarding the Beneficiary Consent. This information can be viewed by other users processing the request.	

Field	Description	Sample Values
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
View LC	Click to view the latest transfer LC details.	
Events	Click to view the transfer LC events.	
LC Version	System displays the Transfer LC version wise if there are any amendments. In case there are no amendments then system should display transfer LC details directly under version 1.	
<b>Action Buttons</b>		
Submit	<p>On submit, system will trigger acknowledgment to the customer and give confirmation message for successful submission. Task will get moved to next logical stage of Export LC Amendment - Beneficiary Consent.</p> <p>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.</p>	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Export LC Amendment - Beneficiary Consent Registration stage inputs.	
Hold	<p>The details provided will be registered and status will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.</p>	

Field	Description	Sample Values
Checklist	<p>Make sure that the details in the checklist are completed and acknowledge. If mandatory checklist items are not marked, system will display an error on submit.</p> <p>The checklist items under Registration Stage are:</p> <ul style="list-style-type: none"> <li>• Verified Beneficiary Instructions</li> <li>• All Documents uploaded</li> </ul>	

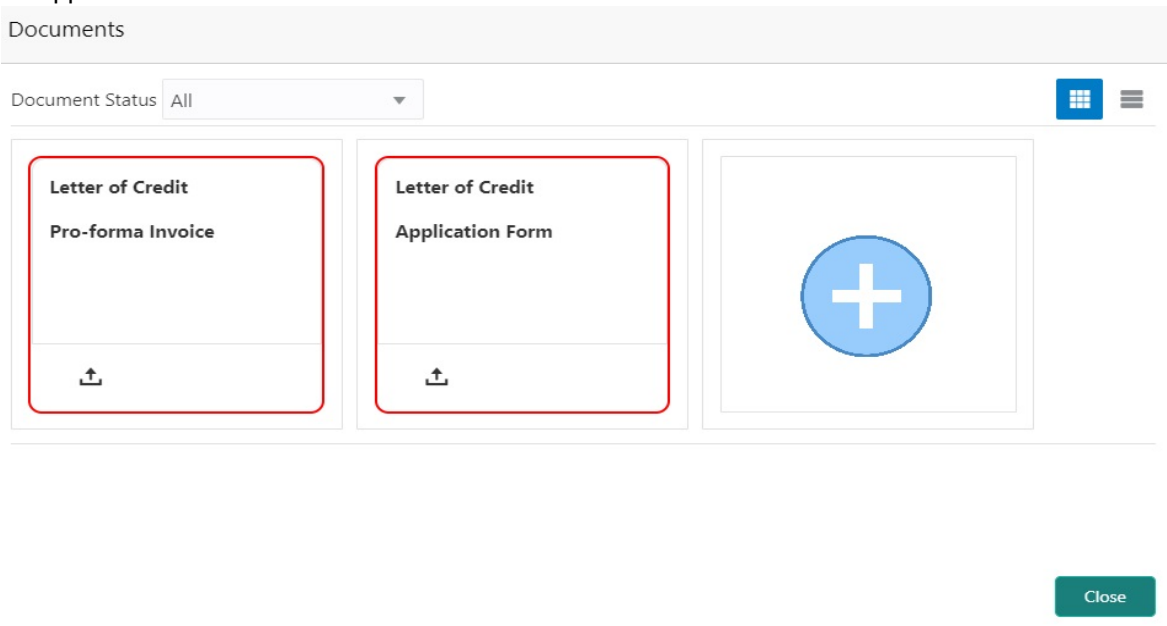
## Document Linkage

The user can link an existing uploaded document in any of the process stages.

In OBTFPM, system should display Document Ids available in the DMS system. In DMS system, the documents can be Uploaded and stored for future access. Every document stored in DMS will have a unique document id along with other Metadata. The uploaded Document image in the DMS should be available/queried in the Process flow stage screens to link with the task by using the Document ID.

System displays the Documents ids which is not linked with any of the task. Mid office should allow either upload the document or link the document during task processing. The Mid office should allow to Link the same Document in multiple tasks.

1. Navigate to the Registration screen.
2. On the header of **Registration** screen, click **Documents** button. The Document pop-up screen appears.



3. Click the Add Additional Documents button/ link. The **Document** screen appears.

Field	Description	Sample Values
Document Type	Select the Document type from list. Indicates the document type from metadata.	
Document Code	Select the Document Code from list. Indicates the document Code from metadata.	
Document Title	Specify the document title.	
Document Description	Specify the document description.	
Remarks	Specify the remarks.	
Document Expiry Date	Select the document expiry date.	
Link Document	The link to link the existing uploaded documents from DMS to the workflow task.	

4. Select the document to be uploaded or linked and click the **Link Document** link. The link Document pop up appears.

The value selected in Document Type and Document code of Document screen are defaulted in the Link Document Search screen.

5. Click **Fetch** to retrieve the details from DMS. System Displays all the documents available for the given Document Type and Document Code for the Customer.

Field	Description	Sample Values
Customer ID	This field displays the transaction Customer ID.	
Document ID	Specify the document Id.	
Document Type	Select the document type from list.	
Document Code	Select the document code from list.	
<b>Search Result</b>		
Document ID	This field displays the document Code from meta data.	
Customer ID	This field displays the transaction Customer ID.	
Document Type	This field displays the document type from meta data.	
Document Code	This field displays the document code from meta data.	
Link Document	The link to link the existing uploaded documents from DMS to the workflow task.	

6. Click **Link** to link the particular document required for the current transaction.

**Link Document**

Customer Id \*  Document Id

Document Type \*  Document Code \*

Link Document	Document Id	Customer Id	Document Type	Document Code	Upload Date	Reference Number
<a href="#">Link</a>	1559	032204	HGJH	INSURANCE	Mar 9, 2023	032IDCB000017631
<a href="#">Link</a>	2649	032204	testing	INSURANCE	Mar 29, 2023	032ILCC000021179
<a href="#">Link</a>	4143	032204		INSURANCE	May 8, 2023	032ILCU000032029
<a href="#">Link</a>	4145	032204		INSURANCE	May 8, 2023	032ILCU000032042
<a href="#">Link</a>	4305	032204		INSURANCE	May 10, 2023	032IDCB000033105

Page  of 2 (1-5 of 7 items)

Post linking the document, the user can View, Edit and Download the document.

7. Click Edit icon to edit the documents. The Edit Documents

**Edit Document**

Document Id  Document Title

Application Reference Number  Entity Reference Number

Document Type Id  Document Description

Remarks  Document Expiry Date

Drop files here or click to select

Current selected files: []

## Data Enrichment

DE User can process new request for Export LC Transfer Amendment Beneficiary Consent.

As a part of Data Enrichment stage, User can enter/update basic details of the incoming request and verify if the request can be progressed further.

Request that are received via online channels like trade portal, external system and SWIFT are available directly for further processing in OBTFPM from registration and available data for all data segments from Application stage to Data Enrichment stage would be auto populated.

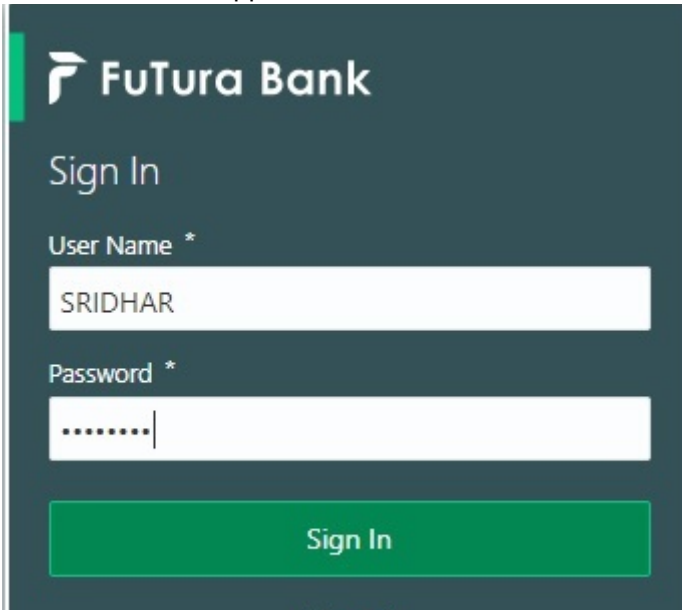


**Note**

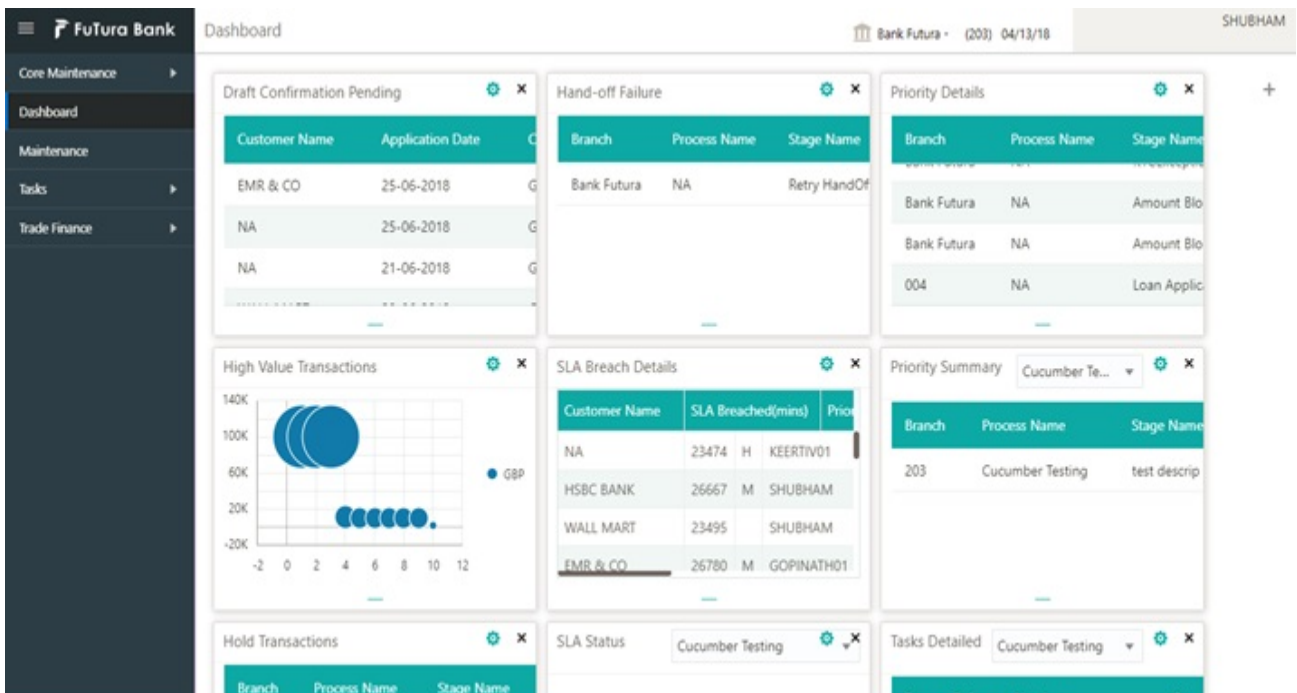
For expired line of limits, the task moves to “Limit Exception” stage under Free Tasks, on ‘Submit’ of DE Stage with the reason for exception as “Limit Expired”.

Do the following steps to acquire a task at Data Enrichment stage:

1. Using the entitled login credentials for Beneficiary Consent Response Capture stage, login to the OBTFPM application.



2. On login, user must be able to view the dashboard screen with widgets as mapped to the user.





### 3. Click Trade Finance> Tasks> Free Tasks.

Free Tasks

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
<input checked="" type="checkbox"/> Acquire & E...	M	Export LC Transfer Am...	PK2ILCR000056560	PK2ILCR000056560	DataEnrichment	21-05-22	PK2	000150
<input type="checkbox"/> Acquire & E...		Import LC Amendment	PK2ILCA000056559	PK2ILCA000056559	Scrutiny	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...		Import LC Amendment	PK2ILCA000056558	PK2ILCA000056558	Scrutiny	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...		Import LC Amendment	PK2ILCA000056557	PK2ILCA000056557	Scrutiny	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Export LC Transfer Ame...	PK2ELCT000056555	PK2ELCT000056555	DataEnrichment	21-05-22	PK2	001204
<input type="checkbox"/> Acquire & E...		Guarantee Issuance	PK2GTEI000056553	PK2GTEI000056553	Scrutiny	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Shipping Guarantee Iss...	PK2SGTI000056550	PK2SGTI000056550	DataEnrichment	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...		Import LC Issuance	PK2ILCI000056548	PK2ILCI000056548	Scrutiny	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Export LC Transfer Ame...	PK2ELCT000056527	PK2ELCT000056527	DataEnrichment	21-05-21	PK2	000156
<input type="checkbox"/> Acquire & E...	M	Export Documentary Co...	PK2EDCL000056525	PK2EDCL000056525	Handoff RetryTask	21-05-21	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Export LC Transfer Ame...	PK2ELCT000056526	PK2ELCT000056526	DataEnrichment	21-05-21	PK2	006465
<input type="checkbox"/> Acquire & E...	M	Export LC Advise	PK2ELCA000056541	PK2ELCA000056541	KYC Exceptional approval	21-05-21	PK2	001043
<input type="checkbox"/> Acquire & E...	M	Export LC Amendment	PK2ELCA000056539	PK2ELCA000056539	Scrutiny	21-05-21	PK2	001044

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### 4. Select the appropriate task and click **Acquire & Edit** to edit the task or click **Acquire** to edit the task from **My Tasks**.

Free Tasks

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
<input checked="" type="checkbox"/> Acquire & E...	M	Export LC Transfer Am...	PK2ILCR000056560	PK2ILCR000056560	DataEnrichment	21-05-22	PK2	000150
<input type="checkbox"/> Acquire & E...		Import LC Amendment	PK2ILCA000056559	PK2ILCA000056559	Scrutiny	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...		Import LC Amendment	PK2ILCA000056558	PK2ILCA000056558	Scrutiny	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...		Import LC Amendment	PK2ILCA000056557	PK2ILCA000056557	Scrutiny	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Export LC Transfer Ame...	PK2ELCT000056555	PK2ELCT000056555	DataEnrichment	21-05-22	PK2	001204
<input type="checkbox"/> Acquire & E...		Guarantee Issuance	PK2GTEI000056553	PK2GTEI000056553	Scrutiny	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Shipping Guarantee Iss...	PK2SGTI000056550	PK2SGTI000056550	DataEnrichment	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...		Import LC Issuance	PK2ILCI000056548	PK2ILCI000056548	Scrutiny	21-05-22	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Export LC Transfer Ame...	PK2ELCT000056527	PK2ELCT000056527	DataEnrichment	21-05-21	PK2	000156
<input type="checkbox"/> Acquire & E...	M	Export Documentary Co...	PK2EDCL000056525	PK2EDCL000056525	Handoff RetryTask	21-05-21	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Export LC Transfer Ame...	PK2ELCT000056526	PK2ELCT000056526	DataEnrichment	21-05-21	PK2	006465
<input type="checkbox"/> Acquire & E...	M	Export LC Advise	PK2ELCA000056541	PK2ELCA000056541	KYC Exceptional approval	21-05-21	PK2	001043
<input type="checkbox"/> Acquire & E...	M	Export LC Amendment	PK2ELCA000056539	PK2ELCA000056539	Scrutiny	21-05-21	PK2	001044

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### 5. The acquired task will be available in **My Tasks** tab. Click **Edit** to capture responses of the registered task.

My Tasks

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number	Amount
<input checked="" type="checkbox"/> Edit	M	Export LC Transfer Am...	PK2ILCR000056560	PK2ILCR000056560	DataEnrichment	21-05-22	PK2	000150	
<input type="checkbox"/> Edit	M	Export LC Transfer Ame...	PK2ELCT000056556	PK2ELCT000056556	DataEnrichment	21-05-22	PK2	001044	
<input type="checkbox"/> Edit		Export LC Transfer Ame...	PK2ELCT000056554	PK2ELCT000056554	Registration	21-05-22	PK2	001044	
<input type="checkbox"/> Edit	M	Export LC Transfer Ame...	PK2ELCT000056552	PK2ELCT000056552	KYC Exceptional approval	21-05-22	PK2	001044	
<input type="checkbox"/> Edit	M	Export LC Amendment B...	PK2ELCA000056551	PK2ELCA000056551	DataEnrichment	21-05-22	PK2	001044	
<input type="checkbox"/> Edit	M	Export LC Transfer Ame...	PK2ELCT000056498	PK2ELCT000056498	KYC Exceptional approval	21-05-21	PK2	000156	
<input type="checkbox"/> Edit	M	Guarantee SBLC Advise...	PK2GADC000056493	PK2GADC000056493	DataEnrichment	21-05-20	PK2	001044	
<input type="checkbox"/> Edit	M	Guarantee SBLC Advise...	PK2GADC000056467	PK2GADC000056467	AmountBlock Exception App...	21-05-20	PK2	001044	
<input type="checkbox"/> Edit	M	Guarantee SBLC Advise...	PK2GADC000056436	PK2GADC000056436	AmountBlock Exception App...	21-05-20	PK2	001044	
<input type="checkbox"/> Edit	M	Guarantee SBLC Advise...	PK2GADC000055972	PK2GADC000055972	DataEnrichment	21-05-11	PK2	001044	
<input type="checkbox"/> Edit		Guarantee SBLC Advise...	PK2GADC000055971	PK2GADC000055971	Registration	21-05-11	PK2	001044	
<input type="checkbox"/> Edit		Guarantee SBLC Advise...	PK2GADC000055970	PK2GADC000055970	Registration	21-05-11	PK2	001044	
<input type="checkbox"/> Edit		Guarantee SBLC Advise...	PK2GADC000055969	PK2GADC000055969	Registration	21-05-11	PK2	001044	

Page 1 of 6 (1 - 20 of 101 items)

The Data Enrichment stage has three sections as follows:

- Main Details
- Additional Fields
- Advices

- Additional Details
- Settlement Details
- Summary

Let's look at the details for Data Enrichment capture stage. User can enter/update the following fields. Some of the fields that are already having value from Registration/online channels may not be editable.

## **Main Details**

Main details section has three sub section as follows:


- Application Details
- Beneficiary Response Capture

## Application Details

Field	Description	Sample Values
Transfer LC Reference Number	Read only field. System should display the Reference Number to be amended.	
Beneficiary	Read only field. Displayed as available from earlier stages	EMR & CO
Branch	Read only field. Branch details will be auto-populated from the transfer LC details.	203-Bank Futura -Branch FZ1
Process Reference Number	Read only field. Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.	
Priority	System will default the Priority as Low/Medium/High based on maintenance.	High
Submission Mode	Select the submission mode of Export LC LC transfer amendment beneficiary consent request. By default the submission mode will have the value as 'Desk'. <b>Desk</b> - Request received through Desk <b>FAX</b> - Request received through FAX <b>Email</b> - Request received through Email <b>Courier</b> - Request received through Courier	Desk

Field	Description	Sample Values
Response Received Date	Read only field. By default, the application will display branch's current date.	04/13/2018

## Beneficiary Response Capture

Beneficiary Response Capture					
Amendment Number	Amendment Date	Beneficiary Consent Required	Beneficiary Response	Remarks	Action
1	2021-05-05	<input checked="" type="checkbox"/>	Confirmed		

Page 1 of 1 (1 of 1 items) ⏪ ⏩ 1 ⏪ ⏩

[Reject](#)
[Refer](#)
[Hold](#)
[Cancel](#)
[Save & Close](#)
[Back](#)
[Next](#)

Capture the beneficiary response based on the description in the following table:

Field	Description	Sample Values
Amendment Number	Read only field. Amendment number will be auto-populated based on selected Transfer LC Reference Number.	
Amendment Date	Read only field. This field displays the date on which the amendment was made to Transfer LC.	
Beneficiary Consent Required	Read only field. Beneficiary Confirmation Required (Y/N) will be auto populated based on selected Transfer LC Reference Number.	
Beneficiary Response	Select the Beneficiary response from the LOV - Confirmed, Unconfirmed or Rejected. Beneficiary Response field will be read only if Beneficiary Consent Required is 'No'.	
Remarks	Capture the remarks of the beneficiary response.	
Edit Icon	Click the Edit icon to edit the Beneficiary Response.	

## Action Buttons

Use action buttons based on the description in the following table:

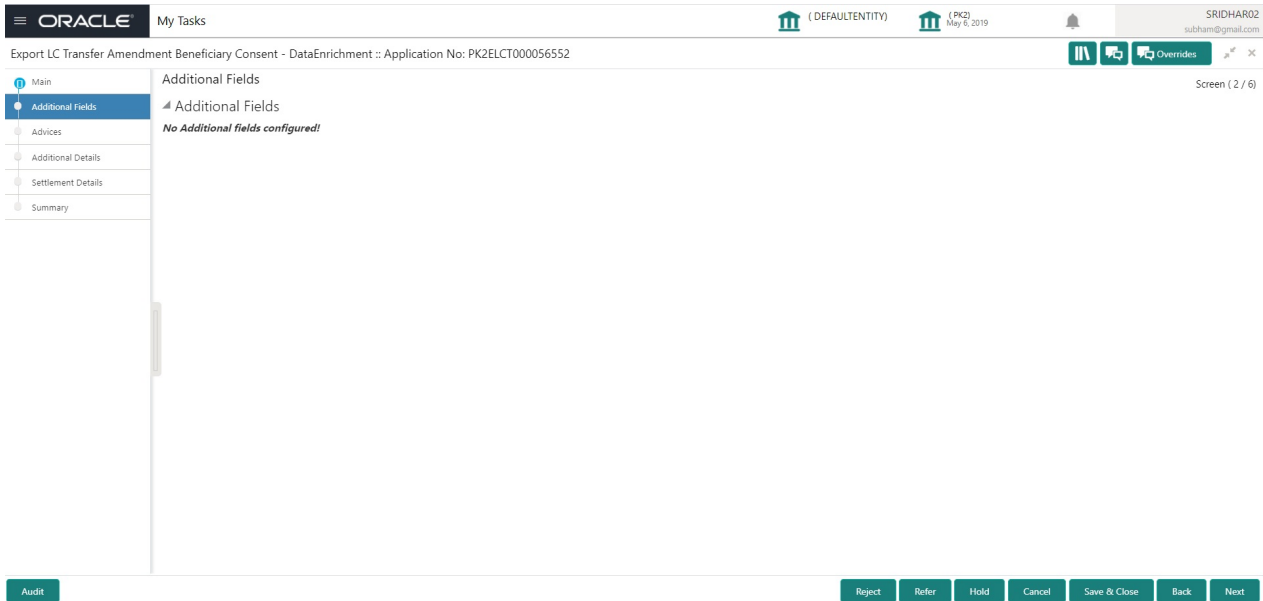
Field	Description	Sample Values
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>	
Remarks	<p>Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>	
Overrides	Click to view overrides, if any.	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
View LC	User can view the Transfer LC details.	
Events	User can view the Transfer LC Events.	
LC Version	System displays the Transfer LC version wise if there are any amendments. In case there are no amendments then system should display transfer LC details directly under version 1.	

Field	Description	Sample Values
Save & Close	Save the information provided and holds the task in you queue for working later. This option will not submit the request.	
Cancel	Cancel the Data Enrichment inputs.	
Hold	The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes: <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> Select a Reject code and give a Reject Description.  This reject reason will be available in the remarks window throughout the process.	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

### Additional Fields

In this section, the user can view/enter the details in the additional fields implemented by the bank for Export LC Transfer Amendment Beneficiary Consent.

Any user defined fields maintained at the bank level should be available in this Additional field details.



## Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Save & Close	Save the information provided and holds the task in you queue for working later. This option will not submit the request.	
Cancel	Cancel the Data Enrichment inputs.	
Hold	The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Back	Click Back to move the task to the previous segment	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

## Advices

Data Enrichment user can view the advices generated during Export LC Transfer Amendment Beneficiary Consent request. Some of the possible advices could be Payment message (Debit Advice) and Second Beneficiary Consent Advice.



The screenshot displays the Oracle Data Enrichment application interface. The main content area shows a list of advices generated during the process. The advices are as follows:

Advice Name	Advice Party	Party Name	Suppress
AMD_EXP_CR	BEN	GOODCARE PLC	NO
LC_ACK_AMND	ISB	Blackworth Pharma	NO
LC_CASH_COL_ADV	ISB	Blackworth Pharma	NO
ADV_THIRD_BANK			YES
PAYMENT_MESSAGE			NO



The interface also includes a navigation menu on the left with options like Main, Additional Fields, Advices, Additional Details, Settlement Details, and Summary. The bottom toolbar contains buttons for Audit, Reject, Refer, Hold, Cancel, Save & Close, Back, and Next.



The user can also suppress the Advice, if required.

Field	Description	Sample Values
Suppress Advice	<p><b>Toggle on:</b> Switch on the toggle if advice is suppressed.</p> <p><b>Toggle off:</b> Switch off the toggle if suppress advice is not required for the amendments</p>	
Advice Name	User can select the instruction code as a part of free text.	
Medium	The medium of advices is defaulted from the system. User can update if required.	
Advice Party	Value be defaulted from Guarantee /SBLC Issuance. User can update if required.	
Party ID	Value be defaulted from Guarantee /SBLC Issuance. User can update if required.	
Party Name	Read only field. Value be defaulted from Guarantee /SBLC Issuance.	
Free Format Text		
FFT Code	User can select the FFT code as a part of free text.	
FFT Description	FFT description is populated based on the FFT code selected.	
	Click plus icon to add new FFT code.	
	Click minus icon to remove any existing FFT code.	

Instruction Details

Field	Description	Sample Values
Instruction Code	User can select the instruction code as a part of free text.	
Instruction Description	Instruction description is populated based on the FFT code selected.	
	Click plus icon to add new instruction code.	
	Click minus icon to remove any existing instruction code.	

### Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Save & Close	Save the information provided and holds the task in you queue for working later.  This option will not submit the request.	
Cancel	Cancel the Data Enrichment inputs.	
Hold	The details provided will be on hold.  This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Back	Click Back to move the task to the previous segment	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

## Additional Details

Data Enrichment user can verify and enter the basic additional details available for the Export LC Transfer Amendment Beneficiary Consent request.

The various additional details should be available as tile. Each tile can be selected and the respective screen will open for the user to capture details.

This is a multi-grid section with facility to attach more than one line.

Export LC Transfer Amendment Beneficiary Consent - DataEnrichment :: Application No: PK2ELCT000062899

Screen ( 4 / 6)

**Additional Details**

Commission, Charges an...		Preview Messages	
Charge	: <b>GBP 50</b>	Language	:
Commission	:	Preview Advice	: -
Tax	:		
Block Status	: <b>Not Initiated</b>		

Audit    Reject    Refer    Hold    Cancel    Save & Close    Back    Next

## Commission, Charges and Taxes

On landing to the Additional Details section, the default commission, charges and tax if any will get populated.

If default charges are available under the product, they should be defaulted here with values. If customer or customer group specific charges are maintained, then the same will be defaulted from back end system.

Commission, Charges and Taxes x

Recalculate Redefault

Commission Details

Event

Event Description

Component	Rate	Modified Rate	Currency	Amount	Modified	Defer	Waive	Charge Party	Settlement Account
No data to display.									

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Charge Details

Component	Tag currency	Tag Amount	Currency	Amount	Modified	Billing	Defer	Waive	Charge Party	Settlement Account
LCCOURAMND			GBP	£100.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		PK20010440017
LCCOURAMND			GBP	£100.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		PK20010440017

Page 1 of 1 (1-2 of 2 items) < 1 >

Tax Details

Component	Type	Value Date	Currency	Amount	Billing	Defer	Settlement Account
No data to display.							

Save & Close Cancel

Commission Details are auto-populated from back-end system.

Field	Description	Sample Values
Event	Read only field. This field displays the event name.	
Event Description	Read only field. This field displays the description of the event.	
Component	Select the commission component	
Rate	Defaults from product.  The commission rate, if available in Back Office defaults in OBTFPM. The user is able to change the rate.  If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.	
Modified Rate	From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount field.	
Currency	Defaults the currency in which the commission needs to be collected	

Field	Description	Sample Values
Amount	<p>An amount that is maintained under the product code defaults in this field.</p> <p>The commission rate, if available in Back Office defaults in OBTFPM. The user is able to change the rate, but not the commission amount directly. The amount gets modified based on the rate changed and the new amount is calculated in back office based on the new rate and is populated in OBTFPM.</p> <p>If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.</p>	
Modified Amount	From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount field.	
Defer	Select the check box, if charges/commissions has to be deferred and collected at any future step.	
Waive	<p>Select the check box to waive charges/ commission.</p> <p>Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.</p> <p>If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.</p>	
Charge Party	Charge party will be 'Applicant' by Default. You can change the value to Beneficiary	
Settlement Account	Details of the Settlement Account.	

## Charge Details

Field	Description	Sample Values
Component	Charge Component type.	
Tag Currency	Defaults the tag currency in which the charges have to be collected.	
Tag Amount	Defaults the tag amount that is maintained under the product code gets defaulted in this field. User can edit the value, if required.	
Currency	Defaults the currency in which the charges have to be collected.	
Amount	An amount that is maintained under the product code gets defaulted in this field. User can edit the value, if required.	
Modified Amount	From the default value, if the rate is changed or the amount is changed, the value gets updated in the modified amount field.	
Billing	<p>If charges are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.</p> <p>On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is 'Billing' enabled, 'Billing' toggle for that component should be automatically checked in OBTFPM.</p> <p>The user can not select/de-select the check box if it is de-selected by default.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>	
Defer	<p>If charges have to be deferred and collected at any future step, this check box has to be selected.</p> <p>On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is AR-AP tracking enabled, 'Defer' toggle for that component should be automatically checked in OBTFPM.</p> <p>The user can select/de-select the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation.</p>	
Waive	<p>If charges have to be waived, this check box has to be selected.</p> <p>Based on the customer maintenance, the charges should be marked for Billing or for Defer.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>	
Charge Party	Charge party will be applicant by default. You can change the value to beneficiary	

Field	Description	Sample Values
Settlement Account	Details of the settlement account.	

## Tax Details

The tax component is calculated based on the commission and defaults if maintained at product level. User cannot update tax details and any change in tax amount on account of modification of charges/ commission will be available on click of Re-Calculate button or on hand off to back-end system.

Tax details are auto-populated from the back-end system.

Field	Description	Sample Values
Component	Tax Component type	
Type	Type of tax Component.	
Value Date	This field displays the value date of tax component.	
Currency	The tax currency is the same as the commission.	
Amount	The tax amount defaults based on the percentage of commission maintained. User can edit the tax amount, if required.	
Billing	If taxes are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.  This field is disabled, if 'Defer' toggle is enabled.	
Defer	If taxes have to be deferred and collected at any future step, this option has to be enabled.  The user can enable/disable the option the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation.	
Settlement Account	Details of the settlement account.	

## Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Documents	Upload the required documents. If mandatory documents are not uploaded, system should display an error on submit.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	

Field	Description	Sample Values
Save & Close	Save the information provided and holds the task in you queue for working later. This option will not submit the request.	
Cancel	Cancel the Data Enrichment inputs.	
Hold	The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> Select a Reject code and give a Reject Description.  This reject reason will be available in the remarks window throughout the process.	
Back	Click Back to move the task to the previous segment	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	



## Settlement Details

The user can view/input the settlement details for Export LC Transfer Amendment Beneficiary Consent request. The following are the list of fields to be displayed.

Export LC Transfer Amendment Beneficiary Consent - DataEnrichment :: Application No: PK2ELCT000062899 Overrides

Screen (5 / 6)

Settlement Details

Current Event

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator	Current Event	Original Exchange Rate	Exchange Rate	Deal Reference No
AILSRCOM1_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
AILSRCOM1_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
AILSRCOM1_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
AILSRCOMM_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
AILSRCOMM_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
AILSRCOMM_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
APCHCLASS_LIQD	GBP	Debit	152110003	Domestic Export Sig	GBP	No	No			
APCHCLASS_LIQD	GBP	Debit	152110003	Domestic Export Sig	GBP	No	No			
APCHCLASS_LIQD	GBP	Debit	152110003	Domestic Export Sig	GBP	No	No			
ARCT_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			

Audit Reject Refer Hold Cancel Save & Close Back Next

Provide the settlement details based on the description in the following table:

Field	Description	Sample Values
Current Event	The user can select the check box to populate the settlement details of the current event associated with the task. On De-selecting the check box, the system list all the accounts under the settlement details irrespective of the current event.	
Component	System populates the components based on the product selected.	
Currency	System displays the currency for the component.	
Debit/Credit	System defaults the debit/credit indicators for the components	
Account	System defaults the value based on the product selected.	
Account Description	System displays the account description for the account chosen.	
Account Currency	System displays the account currency for all items based on account number	
Netting Indicator	System displays the netting indicator applicable.	
Current Event	Application displays the current event as Y or N.	
Original Exchange Rate	System displays the Original Exchange Rate as simulated in settlement details section from OBTF	

Field	Description	Sample Values
Exchange Rate	The exchange rate.	
Deal Reference Number	The exchange deal reference number.	

## Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Save & Close	Save the information provided and holds the task in you queue for working later.  This option will not submit the request.	
Cancel	Cancel the Data Enrichment inputs.	
Hold	The details provided will be on hold.  This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes: <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> Select a Reject code and give a Reject Description.  This reject reason will be available in the remarks window throughout the process.	
Back	Click Back to move the task to the previous segment	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

## Summary

User can review the summary of details updated in Data Enrichment stage. As part of summary screen, user can see the summary tiles. The tiles should display a list of important fields with values User can drill down from summary Tiles into respective data segments.

Export LC Transfer Amendment Beneficiary Consent - DataEnrichment :: Application No: PK2ELCT000056552

SRIDHAR02  
subham@gmail.com

Summary

Main	Commission, Charges and Taxes	Preview Messages	Advices
Form of LC : <b>IRREVOCABLE</b> Submission Mode : <b>Desk</b> Date of Issue : <b>2019-03-22</b>	Charge : <b>GBP50</b> Commission : Tax : Block Status : <b>Not Initia</b>	Language : <b>ENG</b> Preview Message : -	Advice 1 : <b>AMD_EXP_CR</b> Advice 2 : <b>LC_ACK_AMND</b> Advice 3 : <b>LC_CASH_CO</b> Advice 4 : <b>ADV_THIRD</b> Advice 5 : <b>PAYMENT_ME</b>
Parties Details	Compliance details	Settlement Details	Accounting Details
Applicant : <b>FIXNETIX</b> Confirming Bank : <b>Blackworth</b> Beneficiary : <b>GOODCARE PLC</b>	KYC : <b>Not Initia</b> Sanctions : <b>Not Initia</b> AML : <b>Not Initia</b>	Component : <b>LCEXADV_LIQD</b> Account Number : <b>PK20010440</b> Currency :	Event : <b>BADV</b> Account Number : <b>620000001</b> Branch : <b>PK2</b>

Audit Reject Refer Hold Cancel Save & Close Back Next Submit

### Tiles Displayed in Summary

- Main Details - User can view the application details and Transfer LC details. User can modify the details, if required.
- Commission, Charges and Taxes: User can see the details provided for charges. User should be able to update the details if required.
- Advices: User should be able to view the advice details.
- Preview Message: User can see the preview details grid.
- Parties Details: User can see the party details like beneficiary, advising bank etc.
- Settlement Details: User can see the Settlement details.
- Compliance Details: User can see the compliance details tiles. The status should be verified for KYC, AML and Sanction Checks.
- Accounting Details: User can view the accounting details.

### Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	

Field	Description	Sample Values
Submit	On Submit, system should validate for all mandatory field values and the task should move to the next logical stage. If the user submits without visiting other mandatory hops, then error message should be displayed and force the user to visit mandatory tabs/update mandatory fields.	
Save & Close	Save the information provided and holds the task in you queue for working later. This option will not submit the request.	
Cancel	Cancel the Data Enrichment inputs.	
Hold	The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Back	Click Back to move the task to the previous segment	

## Approval

The user can review the summary of details updated in multilevel approval stage of Export LC Transfer Amendment Beneficiary Consent request and approve the Export LC Transfer Amendment Beneficiary Consent.

The user can see the summary tiles. The tiles should display a list of important fields with values. User must be able to drill down from summary Tiles into respective data segments to verify the details of all fields under the data segment.



The user can simulate/recalculate charge details and during calling the handoff, if handoff is failed with error the OBTFM displays the Handoff failure error during the Approval of the task.

ORACLE Free Tasks (DEFAULTTENITY) (PK2) May 8, 2019 SRIDHAR02 subham@gmail.com

Export LC Transfer Amendment Beneficiary Consent - Approval1 :: Application No: PK2ELCT000056552

Main	Commission, Charges and Taxes	Parties Details	Compliance details	Advices
Form of LC : <b>IRREVOCABLE</b> Submission Mode : <b>Desk</b> Date of Issue : <b>2019-03-22</b>	Charge : <b>GBP50</b> Commission : Tax : Block Status : <b>Not Initia</b>	Applicant : <b>FIXNETIX</b> Beneficiary : <b>GOODCARE PLC</b> Confirming Bank : <b>Blackworth</b>	KYC : <b>Not Verified</b> Sanctions : <b>Not Initia</b> AML : <b>Not Initia</b>	Advice 1 : <b>AMD_EXP_CR</b> Advice 2 : <b>LC_ACK_AMND</b> Advice 3 : <b>LC_CASH_CO</b> Advice 4 : <b>ADV_THIRD_</b> Advice 5 : <b>PAYMENT_ME</b>
Preview Messages	Accounting Details	Settlement Details		
Language : <b>ENG</b> Preview Message : -	Event : <b>BADV</b> Account Number : <b>620000006</b> Branch : <b>PK2</b>	Component : <b>LCEXADV_LIQD</b> Account Number : <b>PK20010440</b> Currency :		

Audit Reject Refer Hold Approve Back Next

### Tiles Displayed in Summary

- Main Details - User can view the application details and Transfer LC details. User can modify the details, if required.
- Commission, Charges and Taxes: User can see the details provided for charges. User should be able to update the details if required.
- Advices: User should be able to view the advice details.
- Preview Message: User can see the preview details grid.
- Parties Details: User can see the party details like beneficiary, advising bank etc.
- Settlement Details: User can see the Settlement details.
- Compliance Details: User can see the compliance details tiles. The status should be verified for KYC, AML and Sanction Checks.
- Accounting Details: User can view the accounting details.

## Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Hold	<p>The details provided will be registered and status will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.</p>	
Refer	<p>User will be able to refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance- Limits</li> <li>● R5 - Others</li> </ul>	
Cancel	Cancel the approval.	
Approve	<p>On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.</p>	

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### References

For more information on any related features, you can refer to the following documents:

- Getting Started User Guide
- Common Core User Guide

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